

State of Colorado



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Dear Enrolled Employee:

As the State Personnel Director, I am writing to remind you about a federal requirement for employers that, if not met, could lead to the cancellation of the current medical and dental coverage for your family members.

As you may recall from information provided during open enrollment, the Centers for Medicare and Medicaid (CMS) began requiring group health plans, such as ours, to report the social security numbers (SSNs) of employees' spouses and dependent children who are enrolled in health insurance. Our records indicate that you have not supplied this required information yet. If the State does not comply, CMS can fine the state plans \$1000 a day for every person missing an SSN. For just one employee with a spouse and two children, this would be \$3000 a day, \$90,000 a month. I'm sure that you would agree that none of us can afford such fines.

To protect all enrolled members in our plans, a policy has been adopted to deny spouse and dependent child medical and dental coverage when our members do not provide the required SSN. **Thus, for any employee who does not provide the SSNs by September 14, 2009, the State will cancel the medical and dental coverage for the employee's dependents (spouse and dependent children), effective September 30, 2009.**

There are two ways to provide the SSNs for enrolled family members.

- 1) Use the online Benefits Administration System (BAS) – Instructions are on the back of this letter.
- 2) Contact your agency's human resources (HR) office who can enter the SSNs into the BAS. You can find your agency's contact by visiting www.colorado.gov/dpa/dhr/benefits and clicking "Your department's HR/benefits personnel," or by calling 303-866-3434 / 1-800-719-3434.

Clearly, our intent is not to take away coverage, but rather to comply with federal requirements. Please help us by providing the SSNs for your family members as soon as possible and before September 14, 2009.

Sincerely,

Rich Gonzales
State Personnel Director & Executive Director, DPA